

The **Parks and Recreation Board** met Monday, November 21, 2011, 4:30 pm, at City Hall, Council Chambers. Present at said meeting were Karen Springer, Richard Shockley, John MacDonald, Aimee Jacobsen, Pat Flannelly and Attorney Andy Gutwein. Joe Payne, Pennie Ainsworth, Chris Foley, Brenda Lorenz, Cheryl Kolb and Dan Dunten represented the department. Also present was City Council President Ann Hunt. Absent from the meeting were Council members Gerald Thomas & Gerry Keen and from the Department, Lee Booth.

Karen convened the Board at 4:31pm.

The first item of the agenda was the approval of the minutes from the October 17, 2011 meeting. Aimee motioned to approve the minutes. Richard seconded the motion, and the motion carried.

**Superintendent** – Joe reported on the following:

- Noted the Council Report was included in the mailing.
- We have pavement on most of the Wabash Heritage Trail; that is all that is going to be paved this year. The other parts are being held off to minimize damage during Phase II construction which will not be completed until spring.

**Parks** – Joe reported on the following:

- General winterizing of parks fountains, restrooms, pool
- Preparing equipment for winter
- Installed electrical panels for Wabash Heritage Trail lights
- Working with staff on determining when to make ice
- Did some drainage work at Trailhead Park
- Inspections are available

Dan reported that the Tree Fund Committee has trimmed approximately 1,375 trees this year. Things are still progressing with the web cam for the Celery Bog. Today the telephone poll was hosted into the hole. They have removed nine dump truck loads of bush honeysuckle, mulberry and poison ivy vines from the Northwest Greenway Trail. Deaton Tree Company ground up three truckloads of branches. A naturalized landscape design was developed and 69 trees have been planted; all possible with Tax Increment Financing Funds to pay for the project.

**Assistant Superintendent** – Pennie reported on the following:

- Thanked the Board for the opportunity to attend the 2011 NRPA Congress in Atlanta that was held November 1-4. She attended several informative education sessions and earned 1.2 CEU credits so she can keep her Certified Park & Recreation Professional certification. She was also 1 of 50 chosen to meet Tony Hawk, the professional skate boarder, he was the speaker at the opening General Session.
- She is on the City's Americans with Disabilities Act Compliance Committee. We are prioritizing the facilities that should be checked for barrier removal. The committee decided that Morton, City Hall, the Municipal Pool and the Lilly Nature Center should be inspected in that order to start. David Meihles, of ADA Consultant of Indiana, will do the work. All the other facilities and programs will have to be evaluated and added to the transition plan.

**Recreation Report** – Chris reported on the following:

- Second and third grade basketball is starting today at Cumberland School. School officials have been great in helping with that. There are over forty children in both classes. Greg Tudor is leading that program.
- Have been interviewing for the part-time office position so that can be filled so we can get back to full staff.
- Busy preparing the brochure for the Winter/Spring programs

#### **Morton Center – Brenda reported on the following:**

- WALLA classes ended November 10. Things seemed to go very well. There were 228 people that registered with WALLA for their fall classes. Our parking lot was full.
- Morton was the site for the staging of Purdue's Homecoming parade on October 21. The Homecoming Committee was very appreciative for the use of the lot and sent a very nice thank you note and cookies.
- The Coalition for Living Well After 50's Just Walk for the Health of It was a success. Over 200 people showed up to walk on October 23. The City of West Lafayette did win the traveling Golden Sneaker award for having the largest walking group.
- Morton is hosting the December Board Meeting. We look forward to seeing everyone on December 19. There will be food served at this meeting, so please come hungry.

#### **Old Business**

#### **New Business**

#### **NRO Budget**

Chris requested approval of the NRO Budget for 2012. Copies of the budget were included in the Park Board packets. Richard moved to approve the NRO Budget. Pat seconded the motion, and the motion passed. Karen asked if any salaries had been removed from the Budget. Chris responded that her salary has been placed back in the Park Board Budget.

#### **College Mentors for Kids Request**

Joe mentioned that the Board received a letter that was submitted that was self-explanatory. Lindsay Markle spoke to Sue Mattern. They have rented the Riverside Skating Rink for Saturday, December 3, from 10:30 am–12:30 pm. They are requesting that the Board wave the \$2 skate rental fee for the 110 in attendance. The group serves youth in grades one through six and this year they are planning an ice skating event for the fifth and sixth graders. Lea Berrel, President of the College Mentors of Purdue was present to answer question and explain the program. It is an organization that is completing run and funded by Purdue students. They cater to the at-risk youth in the surrounding communities, they are at four schools and serve 180 'little buddies', who are below the poverty level line and are selected by their school. They are matched up with a 'big buddy' from Purdue campus to introduce them to college and how important it is and how accessible it is. Most of their funds go to transport the children to activities. Richard moved approval of waiving the skate rental fee. John seconded the motion, and the motion carried.

#### **Cumberland Park Marathon Request**

Joe mentioned that Joe Ely, of the Wabash River Runners Club, met with him and that these are the folks that do the events associated with the Farmers Market. He provided details of the event, "The Circular Logic Marathon", to be held on Saturday, March 31, 2012, from 8 am to 4 pm at Cumberland Park. The marathoners will run 26.2 laps of a

one-mile loop in the Park. Joe mentioned that the trails would remain open during the event, that we do not close them for events. They will rent the north shelter and function out of there. Aimee moved approval of the request. Pat seconded the motion, and the motion carried.

### **Vending Contract**

Chris explained that we were having difficulties and that we have to look at a new vending company. She requested the Boards approval to enter into a new contract effective today. The new contract has been reviewed by Andy and the only change from the previous one is the Vendors name. Vending machines are available at Morton, the Riverside Skating Center and the Municipal Pool. Coke provides the vending machines for drinks. Richard motioned to approve the new contract. Pat seconded the motion, and the motion carried.

### **Rink Cash Change Fund**

Chris requested permission to establish a Cash Change Fund in the amount of \$500 for the Riverside Skating Center from the Non-Reverting Operating Fund to revert back no later than April 1, 2012. Aimee moved to approve the Cash Change Fund for the Rink. Richard seconded the motion, and the motion carried.

### **West Lafayette School Board**

-Karen reported that the West Lafayette High School has received two awards recently. One is from the US News and World Report and it is a silver rating as a best high school. This is the second year that the high school has received the award. US News and World Report examined high schools and selected 208 as Best High Schools for Math and Science. They evaluated student's participation rates and performances on AP Exams in math and science. There was a slight calendar change for 2012-2013. Since it was previously approved with only 179 school days a March snow day was removed to meet 180 school days.

-The Department received a thank you letter from co-chairs for the Cumberland Math Night for the 35 ice skating passes.

### **Wabash River**

Richard reported that the WREC Board is going to change the time they meet. It will be the second Thursday at 8:30 pm every other month. John Collier is going to put together a tour of the different properties that the Board is considering purchasing. That will be held either during the winter or early spring.

### **Other**

#### **ECI Construction**

Joe reported that ECI Construction is doing work for Indiana American Water. The Tippco soccer complex north of Kalberer is being used for construction. They have provided a Certificate of Insurance and are asking to store a couple loads of clean spoil from their excavations at a site we allowed F & K to use on Yeager Road. It is an undeveloped site where we have a greenway easement and some property running from the outlet at Hadley Lake at Morehouse over to Yeager Road and then crossing Yeager up to 500 North along the Dempsey-Baker drain; is on our trails list as undeveloped footpath. They will clean up and grade the site when they are done. Richard motioned to approve the request. Pat seconded the motion, and the motion carried.

**Plant Brothers Excavating**

Joe received a request from Plant Brothers Excavating, which is also doing work for Indiana American Water. They will be replacing a main from Hollowood to near the entry to Happy Hollow Park. They are requesting using an area approximately 100 x 100 feet in Mascouten Park. They would isolate the area with orange construction fence and use a silt fence where sand is to be stored, stockpiling six and eight inch iron pipe, two or three loads of sand bedding, and one twenty foot storage container and two to three pieces of equipment. No fuel storage will be on site. They will keep a port-a-let within the fenced area and maintain the area free of trash. If Park Board accepts their proposal they will donate \$500 to the Park and Recreation Department for use of the space. They also have a Certificate of Insurance. The project will take two months baring inclement weather. Joe suggested that the Board allow him to meet with the contractors and work with them and try to put it in an area that will be less disruptive to anyone that is inclined to use the park.

**Pay Claims**

Richard motioned for claims to be paid. Pat seconded the motion, and the motion carried.

Our next Park Board meeting will be December 19 at Morton Center.

**Adjourn**

Karen called for the meeting to adjourn at 5:33pm. Richard motioned for the meeting to be adjourned. Aimee seconded the motion, and the motion carried.

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Presiding Officer

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Secretary